

The following is a general outline of drawings and documents necessary for plan review (Building Inspection may request additional information if necessary). Two (2) copies of complete set of construction documents is required for Master records.

Documents: There shall be submitted with each application for a building permit:

- ✓ Two copies of a site plan and a plat or survey including:
 - The shape and dimensions of the lot to be built upon including building line, property line, easements, etc. (Scale 1"=20');
 - The location on the lot, dimensions and square footage of any existing buildings or structures, if any;
 - The size and location of the building or structure to be constructed, altered or moved;
 - Easements
 - Driveway Permit (if applicable)

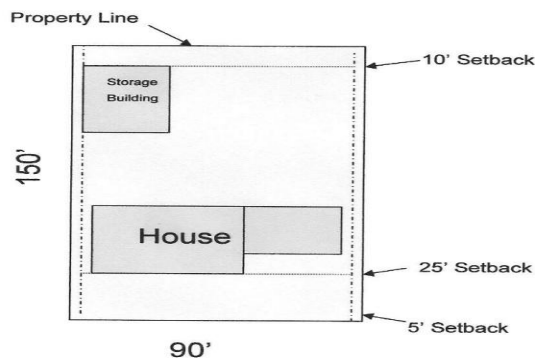
See example of calculation below.

- ✓ Two copies of Building Plans including:
 - Floor plans
 - Roof plans
 - Exterior elevations
 - Construction details
 - Electrical plan
 - Foundation/Slab plan
 - Engineered foundation plan and details with legal descriptions. (When applicable).
 - Engineering letter including legal address, plan number and a statement that the foundation has been designed specifically for soils conditions of listed lot. (When applicable).
 - Second floor framing plan attached (when applicable).
 - Truss Plans (when applicable).

One copy of the plans shall be returned to the applicant by the Building Inspector, after he shall have marked such copy either as approved or disapproved and attest to same by his signature on such copy. The second copy of the plans similarly marked, shall be retained by the Building Inspector.

Expiration of the Building Permit: If the work described in a building permit has not begun within 180 days of issuance, or if the work on the site is incomplete due to suspension or abandonment 180 days after the work commenced said permit shall expire and be cancelled by the building Inspector, and written notice thereof shall be given to the persons affected.

CALCULATION TABLE FOR RESIDENTIAL NEW / ADDITION / ACCESSORY BUILDING					
WHAT IS THE AREA OF YOUR LOT (Square Feet)?					
Length	X	Width	=	Area	
90	X	150	=	13,500	Square Ft
WHAT IS THE AREA OF YOUR HOUSE (Square Feet)?					
Length	X	Width	=	Area	
72	X	36	=	2,592	Square Ft
WHAT PERCENTAGE OF YOUR LOT IS YOUR HOUSE?					
Lot	(Divided by)	House	=	Percentage	of Lot
13,500	(Divided by)	2,592	=	19.20%	
WHAT PERCENTAGE OF YOUR LOT IS YOUR NEW BUILDING?					
Length	X	Width	=	Area	
30	X	40	=	1,200	
Lot	(Divided by)	New Bldg	=	Percentage	of Lot
13,500	(Divided by)	1,200	=	8.89%	
EXISTING HOUSE AND NEW BLDG CANNOT BE MORE THAN 30% OF LOT					
Existing House		19.20%			
Proposed New Building		8.89%			
Total Percentage of Lot		28.09%			



PERMIT REVIEW
(Office use only)

FLOODPLAIN

Is the proposed structure in a known floodplain? Y / N (Circle One)

If yes which zone is it in A AE X

FIRM Panel Number _____

See attached map for specific location

Notes: If the proposed structure is in a known floodplain no permit will be issued without the appropriate documents.

Approved By: _____

GENERAL CONSTRUCTION

Zoning _____ Legal & Dimensions match plat Yes/No, Easements clean & shown, Yes/No

Front yard setback _____ Side yard setback— Left _____ Right _____ Rear yard setback _____

Min. 5' side setback at drive approach _____ Driveway Permit: _____

Lot sq. ft. _____ House lot coverage _____% Garage lot coverage _____%

Other structure lot coverage _____%

Total Lot coverage _____% Height of structure _____

(Total lot coverage shall not exceed Maximum Lot coverage of 30%, including all structures)

Control Joints _____ Horizontal Joints _____ Engineered Frame _____

Minimum finish floor—Letter sent _____ Erosion Control _____

EIFS (BI Paper-EIFS, BI Insulation-EIFS BI Lath) _____ Stucco (BI Paper-Stucco, BI

Lath _____ Underground- EL ME Footing/Pier inspection _____

Water meter size _____ Gas meter size _____

Sewer: Public _____ Sewer Tap _____ Septic _____ Perk Test letter _____

Sewer backflow prevention device _____

(Grinder Pump Systems exempt)

Aerobic Spray/Drip: _____ Grinder Pump: _____ Energy Compliance Sheet _____

Building Inspector Approval: _____ Date: _____

GMSA Utility Department Approval: _____ Date: _____

(Sewer backflow prevention device and Sewer Tap inspection required)